



## House Floor Reservation Request

Please complete this form and fax it to the Speaker's office at 5-7500. We will contact you to confirm your request. Any questions should be directed to Emily Reinertsen at 5-2204. Thank you.

Date:

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Entry time: \_\_\_\_\_ a.m. p.m. (circle one)      Exit time: \_\_\_\_\_ a.m. p.m.  
(circle one)

Number  
attending: \_\_\_\_\_

Group name:

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Topic of Event:

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Member's Name:

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Staff Contact:

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Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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***I understand that I am required to be present and I certify that the proposed use of the House Floor is for Congressional purposes only.***

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***Member of Congress***